

STAFF REPORT

Meeting Date: October 15, 2003

CONSENT

TO: LAFCO Commissioners

FROM: Everett Millais, Executive Officer

SUBJECT: Amendment No. 1 to Professional Services Agreement for Water & Wastewater Municipal Service Reviews

RECOMMENDATION:

Approve Amendment No. 1 to the professional services agreement for water and wastewater municipal service reviews to extend the term of the agreement with Project Design Consultants from November 30, 2003 to December 31, 2003.

DISCUSSION:

The Commission entered into a Professional Services Agreement with Project Design Consultants (PDC) to conduct water and wastewater municipal service reviews on December 4, 2002. The term of this Agreement was until November 30, 2003. Nearly all of the water and wastewater service reviews have been completed, but due to meeting schedules the last of the water and wastewater municipal service reviews will not be considered by the Commission until the special meeting on December 12. Also, following action by the Commission the Agreement provides for PDC to submit a final report incorporating all changes and corrections to the Executive Officer together with all database information prepared. In order to meet this extended schedule and the complete required follow-up, a one month extension of time to the term of the Agreement is recommended.

COMMISSIONERS AND STAFF

COUNTY: Steve Bennett Kathy Long <i>Alternate:</i> Linda Parks	CITY: John Zaragoza, Vice Chair Evaristo Barajas <i>Alternate:</i> Don Waunch	SPECIAL DISTRICT: Jack Curtis Dick Richardson <i>Alternate:</i> Ted Grandsen	PUBLIC: Louis Cunningham, Chair <i>Alternate:</i> Kenneth M. Hess
EXECUTIVE OFFICER: Everett Millais	SENIOR PLANNER: Hollie Brunsky	CLERK: Debbie Schubert	LEGAL COUNSEL: Noel Klebaum



**AMENDMENT NO. 1
PROFESSIONAL SERVICES AGREEMENT
FOR WATER & WASTEWATER MUNICIPAL SERVICE REVIEWS**

This amended agreement is made by and between the Ventura Local Agency Formation Commission ("LAFCO") and Project Design Consultants ("CONSULTANTS") effective October 15, 2003. In consideration of the mutual promises made herein, the parties agree as follows:

RECITALS

A. LAFCO and CONSULTANTS entered into a professional services agreement effective December 4, 2002. The term of agreement is from December 4, 2002 through November 28, 2003.

B. LAFCO has a continuing need for CONSULTANTS' services to complete water and wastewater service reviews. In order to complete these services an amendment to the term of the professional services agreement is necessary.

AGREEMENT AMENDMENT

1. TERM

The term of the agreement shall be extended through December 31, 2003.

2. OTHER PROVISIONS

All other provisions of the December 4, 2002 agreement shall remain in effect.

Executed at Ventura, California

VENTURA LOCAL AGENCY
FORMATION COMMISSION

CONSULTANT

BY: _____
Chair, Ventura LAFCO

BY: _____

TITLE: _____

Date: _____

Date: _____

Taxpayer ID# _____